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24 January 1984

POLICY GOVERNING EMPLOYEE RELATIONSHIPS
WITH INDIVIDUALS POSSIBLY SUBJECT TO FOREIGN POWERS

I. INTRODUCTION

A. The mission and responsibilities of the Agency are such that employees' contacts or relationships with individuals who are or who may be subject to a foreign power are of continuing and serious concern to the Agency. The counterintelligence and/or security problems that may exist in close and continuing relationships involving bonds of affection demand strict measures of control; constant awareness of the potential threat to the Agency, its employees, and the national security; and diligence in complying with the procedures and requirements outlined.

B. Contacts or relationships with foreign nationals are of special concern as they may enable an unauthorized person to learn, at the very least, more than is desirable about the employee's true affiliation and, at worst, the identities of other Agency employees, the nature of our activities and the identities of our sources and targets. While we do not intend to legislate what are essentially private relationships, there clearly are situations in which the degree of intimacy has the potential to create serious counterintelligence and/or security problems.

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II. POLICY

A. As a matter of policy, the Agency strongly discourages close, continuing unofficial contacts or relationships involving bonds of affection or obligation with individuals, including a cohabitant, who are or may be subject to physical, mental or other forms of duress by a foreign power.

B. All Agency employees at all locations are required to comply with the procedures outlined. Employees with advanced levels of security clearances may be subject to more stringent requirements.

C. Supervisors are a very important part of this process. They are expected to be alert to potential problem situations and to ensure that employees under their jurisdiction are aware of the ramifications of establishing relationships that may involve counterintelligence or security risks.

III. PROCEDURES

STAT Base A. Employees must report promptly to the appropriate Chief of Station, or Operating Official (hereafter referred to as "responsible official") the existence of, or change in close, continuing unofficial contacts or relationships with foreign nationals or any individual who, by close ties of affection or obligation to other persons are, or may be, subject to a foreign power.

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B. For foreign employees, the responsible official will cable the employee's report to Headquarters promptly, including the details provided by the employee, Station/Base traces, and a recommendation for a course of action. These cables will use the indicator and they will receive "Eyes Only" handling with distribution to the Deputy Director of Operations, Chief, CI Staff, Director of Security and Director of Personnel. Headquarters will assume responsibility for distribution to other Agency components as appropriate.

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The DDO will forward the reports of non-DO employees to the appropriate Deputy Director. The Chief, CI Staff will advise the responsible Deputy Director and the Director of Security of any counterintelligence risks. The Director of Security will forward a recommendation to the responsible Deputy Director. The responsible Deputy Director will forward the employee's report, all related documentation and OS recommendation to the Director of Personnel for review.

C. For employees at Headquarters, the responsible official will forward the employee's report and recommendation for a course of action through the Deputy Director of the employee's assignment, and Head of the employee's Career Service if different from that of the employee's assignment, Chief, CI Staff, and Director of Security to the Director of Personnel.

The Deputy Director, and the Head of the employee's Career Service if different, will indicate their concurrence or non-concurrence with the recommendation of the responsible official.

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The Chief, CI Staff will indicate the existence of any counterintelligence risks. The Director of Security will include a recommendation for further action.

D. The Director of Personnel will review all reports and recommendations and approve or disapprove continuation of the relationship. In the event of a disapproval, the relationship must be terminated or the employee will be separated from the Agency.

E. An appeal of a disapproval may be made in writing within 30 days of notification of the disapproval decision and must contain an explanation of why it is being made and any additional information that may not have been presented initially for consideration. The appeal will be forwarded to the DDCI through the Head of the employee's Career Service and the Executive Director. The Head of the Career Service will advise the Director of Personnel and the Director of Security of the employee's appeal.

The DDCI's decision in each case is final and may not be appealed further.

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

Director of Personnel

EXTENSION

NO.

DATE

1-25-84

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

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*Director of Security**25 JAN. 84**K*

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